



ST JOHNS COUNTY CENTER FOR THE ARTS (SJCCA) BOOSTER ORGANIZATION AT RJ MURRAY MIDDLE SCHOOL (MMS)

BOARD MEETING MINUTES

LOCATION: Virtual Meeting

DATE: 2/28/2024

ATTENDEES: Ms. Stephanie Emmons, Ms. Kathryn Hoffman, Ms. Christina Shore, Ms. Taryn Torregrosa, Ms. Nicole Bennett, Ms. Beth Ranoull

TIME: 7:15 am

A meeting of the SJCCA Booster Organization at MMS was called to order at 7:15 am.

Ms. Emmons made a motion to approve the separation and transfer of existing SJCCA band funds in the amount of \$7846.70 to the SJCCA Band Booster account.

Ms. Hoffman states the accounts have been reconciled and are up to date. There are no additional pending funds to be reconciled.

Motion second by Ms. Ranoull. Motion passed.

Emmons will respond to the correspondence received from Ms. Upchurch (attached)

For Jazz Night - Ms. Emmons proposes we set up concessions at 5:45 in the arts hallway.

Concessions will include small water bottles, 2 non-chocolate candy selections, white popcorn, and one other non-messy snack.

Ms. Hoffman will do the shopping for the concession items.

Members are encouraged to send questions, thoughts to the text group

The next meeting will be Monday 2/12 at 4:00 pm to finalize plans for Jazz Night.

The meeting was adjourned at 7:45 am.

Respectfully submitted,

A handwritten signature in blue ink that reads "Beth Ranoull".

Beth Ranoull
Secretary

Christina H. Upchurch
<Christina.Upchurch@stjohns.k12.fl.us>

Tue, Feb 6, 4:46 PM
(2 days ago)

to Christina, Esther, Sword, Christina, Kelly, nbennet8203@gmail.com,
evenme@gmail.com, Kathryn, Gretchen, Noah, Angelique, SJCCA, Taryn,
sjccaband@gmail.com, me

Hi Everyone,

Kathryn- thank you for reaching out and we are happy to help. I have the bank statements for the Band portion of the boosters that you have reconciled and have met with our CFO Gretchen Saunders and our Director of Accounting Dawn Posey today. Our suggestion is to simply cut a check to the new band booster school support organization and then close that account at your bank if your band account was a separate account. If the mutual feeling is that you all need to meet at the bank, then you may choose to do it that way.

Angelique- can you please clarify that you will be SJCCA Middle School Booster Association DBA as Band Boosters for SJCCA at MMS (or something like that that includes band)? The names are so similar with Murray Middle School Arts Boosters, Inc. and SJCCA Middle School Booster Association, Inc. that it is difficult to determine what program the latter is supporting.

I know that Jazz Night is quickly approaching, and we strongly advise that since both booster organizations are participating is to keep any fundraising activities separate. For example, if the band boosters are selling flowers and the arts boosters are selling candy it should be clearly delineated that the funds collected will go to support X booster for each sales activity.

I will collect the bank statements from September 2023 to now and the school is also in the process of receiving them, and any records related to cheddar up or the QR code. I am not familiar with cheddar up or the QR code, but if there are documents held at the school for these activities then they would be subject to public record, and I will collect them. Your treasurers should meet if that is what you both deem the most beneficial to move forward, keeping in mind of course that everyone is new to their roles.

Lastly, I know that you can all grow strong support organizations and relationships that will support your respective programs and MMS. This is a great fresh start for both organizations.

Please let me know if I can be of further assistance and I hope this is helpful to all of you. If I have left anyone off this email who should have been included, please share.

Take care,
Christina

Christina H. Upchurch
Chief of Community Relations

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